

**ADULT SOCIAL CARE SELECT COMMITTEE
ACTIONS AND RECOMMENDATIONS TRACKER – UPDATED March 2015**

The recommendations tracker allows Committee Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Select Committee. Once an action has been completed, it will be shaded out to indicate that it will be removed from the tracker at the next meeting. The next progress check will highlight to members where actions have not been dealt with.

Recommendations made to Cabinet

Date of meeting and reference	Item	Recommendations	To	Response	Progress Check On
23 October	HEALTH AND WELLBEING PRIORITIES: OLDER ADULTS & PREVENTION AND DEMENTIA FRIENDLY SURREY [Item 7]	The Committee recommends that the Strategic Director and the Cabinet Member for Adult Social Care monitor the working of social care teams in acute hospital in relation to the operation of discharge services.	Cabinet Member for Adult Social Care	Circulated at December meeting.	N/A

Select Committee and Officer Actions

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
5 December 2013	SERVICE FOR PEOPLE WITH A LEARNING	a) That officers work to increase the occupancy rate of Surrey assets with Surrey Residents.	Area Director NE	The Committee will receive a further report on	<i>To be scheduled in 2015</i>

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
023	DISABILITY PUBLIC VALUE REVIEW (PVR) UPDATE [Item 8]	<p>b) That future reports illustrate the work of community/ self-help groups in relation to each work-stream in the Public Value Review.</p> <p>c) That future reports demonstrate how the service has offered suitable alternatives to short breaks, and seeks more opportunities to identify alternatives.</p> <p>d) That officers report back to the Committee on the progress of the Service for People With A Learning Disability Public Value Review in a year.</p>		the outcomes of the Public Value Review (PVR) in 2014. This will be added to the forward work programme in due course.	
16 January 2014 031	IMPROVEMENT TO THE ADULTS INFORMATION SYSTEM (AIS) FOLLOWING 'RAPID IMPROVEMENT EVENTS' [Item 8]	That the Directorate involve the Committee in future development of a new system specification.	Assistant Director for Policy & Strategy	Update received in October 2014	<i>October 2015</i>
16 January 2014 032	IMPROVEMENT TO THE ADULTS INFORMATION SYSTEM (AIS) FOLLOWING 'RAPID IMPROVEMENT	That the Committee encourages the Directorate to include feedback from officers who use the system in any future update item.	Assistant Director for Policy & Strategy	Update received in October 2014	<i>October 2015</i>

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	EVENTS' [Item 8]				
26 June 2014 048	SELF FUNDER STRATEGY [Item 8]	<p>In relation to the Assessment and Review Strategy, the Committee:</p> <ul style="list-style-type: none"> Requested that the outcome of the pilot and draft strategy be presented to Adult Social Care Select Committee in December, and; Request that officers produce an executive summary/briefing for all County Councillors, to aid understanding of the Care Act's requirements in relation to people who fund their own care. 	Assistant Director for Policy & Strategy		March 2015
5 September 2014 053	RECRUITMENT & RETENTION UPDATE AND INTRODUCTION TO WORKFORCE STRATEGY [Item 10]	The Committee supports the urgent creation of a separate, flexible HR policy for ASC to attract, and retain, skilled staff. The Committee will seek an update on this proposal early in 2015.	Strategic Director HR Relationship Manager		April 2015

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23 October 2014 054	DIRECTOR'S UPDATE [Item 6]	The Chairman to distribute governance guidelines for the Health Scrutiny Committee to Members.	Health Scrutiny Chairman	Guidance circulated electronically	<i>Complete</i>
23 October 2014 055	DIRECTOR'S UPDATE [Item 6]	Adult Social Care will share weekly updates on the preparations for the Care Act, following the publication of the guidance, in the Directorate's 'e-brief'. If Members have specific information requests they can contact Tristram Gardner (Care Act Project Manager).	Care Act Project Manager		<i>Complete</i>
23 October 2014 056	HEALTH AND WELLBEING PRIORITIES: OLDER ADULTS & PREVENTION AND DEMENTIA FRIENDLY SURREY [Item 7]	The Committee recommends that the Strategic Director and Cabinet review the working of social care teams in acute hospital over the operation of discharge services.	Strategic Director	Response circulated	<i>Complete</i>
19 December 2014 056	DIRECTOR'S UPDATE [Item 6]	That communications regarding the rationale for considering the future of the older people's homes are delivered consistently. The Strategic Director provides up to date information on the level of vacancies currently held in the	Strategic Director	Information received in the January	<i>May 2015</i> <i>Complete</i>

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		Directorate.		Director's update	
19 December 2014 057	INTERAGENCY YOUNG CARERS STRATEGY FOR SURREY [Item 7]	<p>The Cabinet Associate for Adult Social Care to share relevant information arising from the audit of schools in relation to the identification and support of young carers with the Committee.</p> <p>The Committee to review arrangements made for young carers by the Council under the Care Act and the 'to do' list in twelve months time.</p>	Cabinet Associate	<p>Circulated</p> <p>Scheduled</p>	<i>Complete</i>
19 December 2014 058	ADULT SOCIAL CARE DIRECTORATE OCTOBER 2014 BUDGET MONITORING REPORT [Item 8]	Local Committee Chairman should identify, if they have not already done so, a Family, Friends and Community Support Member Champion to liaise with Adult Social Care and highlight local opportunities for the programme to develop.	Local Committee Chairman	ASC Chairman wrote to all Local Committee Chairman supported by conversations held by the Vice-Chairman. Member Champions have now been nominated	<i>Complete</i>
15 January 2015	DIRECTOR'S UPDATE [Item 6]	That the Strategic Director shares the outcomes of the Quality Assurance Task & Finish group with the Committee	Strategic Director		<i>April 2015</i>

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
059		on completion of the project.			
15 January 2015 060	CARE ACT 2014: PREPARATIONS FOR APRIL 2015 IMPLEMENTATION [Item 7]	<p>The Committee recommends that leaflets with information on the Care Act changes be distributed to County, Borough and Parish Councillors along with a short briefing paper to local committees highlighting the significance of these leaflets before 1 April.</p> <p>The Committee recommends that a short briefing paper is distributed to all Members and that a short statement be read out at an upcoming meeting of the Council (17 March 2015) before the Care Act comes into force on 1 April 2015.</p> <p>Outcomes of Elmbridge pilot scheme to be considered at the Adult Social Care Select Committee meeting on 25 June 2015.</p> <p>Head of Resources to liaise with Chairman of Sight for Surrey to facilitate access to AIS regarding self-funders.</p>	Information, Advice and Engagement Lead	<p>Complete</p> <p>Scheduled</p>	April 2015
15 January 2015	UPDATE ON THE HOME-BASED CARE TENDER	The Committee to review results of the customer feedback survey which is currently being analysed by Business	Senior Commissioner Category Specialist	Copies of the reports circulated electronically to	April 2015

Date of meeting and reference	Item	Recommendations/ Actions	To	Response	Progress Check On
061	2014 [Item 8]	Intelligence at a future meeting.		<i>the Committee - 25/03/2015.</i>	
15 January 2015 062	INTERNAL AUDIT REPORT - REVIEW OF SOCIAL CARE DEBT 2013/14 [Item 9]	<p>The Committee recommends that the different teams involved in the collection of social care debt should work to integrate their processes to ensure a high level of collection.</p> <p>The Committee recommends that the plan to institute an incentive scheme to encourage payment of social care costs should be revisited to gather more evidence before the option is discounted.</p> <p>The Committee suggests that more than two weeks should be allowed for social care users to inform ASC that they are unable to pay the amount they owe.</p> <p>The Committee recommends that direct debit should be promoted as preferred method of payment while acknowledging that this is not a convenient method of payment for all those who pay social care costs to the Council.</p>	<p>Senior Principal Accountant</p> <p>Order to Cash Process Owner</p>		<i>June 2015</i>

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